

PROJECT MANUAL, INCLUDING SPECIFICATIONS, FOR
“Exeter Conservation Barn Roof Replacement 2014”

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TOWN MANAGER

PREPARED BY:
EXETER PUBLIC WORKS DEPARTMENT
10 FRONT STREET
EXETER, NEW HAMPSHIRE 03833

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INVITATION FOR PROPOSAL

The Town of Exeter invites interested contractors to submit proposals for **Exeter Conservation Barn Roof Replacement 2014**, in complete conformance with the attached "Scope of Work", and "Specifications". All prices submitted shall be lump sum and no additional compensation will be made by the Town unless approved by written change order signed by the Public Works Director. All work shall conform to the attached specifications.

The Town reserves the right to reject any and all proposals not conforming to the specifications or deemed not to be in the best interest of the Town. Proposals will be evaluated by the Public Works Director and town Manager. The quality and service availability and the contractor's experience will be considered for the final selection.

The successful contractor must submit proof of liability and worker's compensation insurance within ten (10) days of the "Notice of Selection" as the acceptable contractor.

Proposals will be sealed and clearly marked **Exeter Conservation Barn Roof Replacement 2014**, and shall be submitted not later than **4:00p.m., June 16, 2014** to the Office of the Town Manager, 10 Front Street, Exeter, New Hampshire 03833.

PREBID SITE VISIT

A prebid site visit will be held on **June 4, 2014 at 10:00 am** at **61 Newfields Road, Exeter, NH**. A walk-thru of existing roof conditions is required prior to bid acceptance. For bid specifications, or access to the site please contact:

Kevin Smart, *Maintenance Superintendent*
Exeter Public Works
13 Newfields Road
Exeter, N.H. 03833

Off. 603-773-6162
Cell 603-770-2736
ksmart@exeternh.gov

The purpose of this visit is to allow interested bidders entrance to **Exeter Conservation Barn** to investigate all existing conditions. No allowance will be made for the failure of the bidder correctly to estimate the difficulties attending the execution of the work.

SCOPE OF WORK

The successful contractor shall provide all labor, materials, tools, and equipment necessary for the successful execution of the work to replace the asphalt roof covering of the **Exeter Conservation Barn Roof**.

The contractor shall be responsible for cleanliness of the site, and all construction debris removal pertaining to the assigned work. All work to be in complete accordance with sound construction practice, and in conformance with the attached specifications.

SPECIFICATIONS

DIVISION I: GENERAL REQUIREMENTS

- 1.1 The following are minimum requirements:
- a. Remove the old asphalt shingles and the black felt paper down to the wood decking.
 - b. Examine deck with the Contracting Officer for repair of rotten or deteriorated decking.
 - c. Replace all rotten or deteriorated decking with like sized wood boarding as determined necessary.
 - d. Re-nail all loose decking.
 - e. Install ½" CDX Fir sheathing over entire roof decking.
 - f. Replace roofing Felt: Type II, 30 pound or heavier, un-perforated, asphalt saturated felt.
 - g. Install 8" white aluminum drip edge on fascia and rakes.
 - h. Furnish and install asphalt roofing shingles that meet ASTM D3462, "Standard Specification for Asphalt Shingles Made from Glass Felt and Surfaced with Mineral Granules". Shingles shall be laminated fiberglass-asphalt architectural shingles, 30 year warranty, 310 lbs. per 100 sq. ft. Color shall be selected by Contracting Officer. Asphalt shingles shall be installed in strict accordance with the manufacturer's directions, using 7/8" galvanized roofing nails, with not less than six (6) nails per strip. On ridges, 1" galvanized roofing nail shall be used. Ridges shall be formed with shingle tabs.
 - i. Install 8" white aluminum drip edge on fascia and rakes.

DIVISION II: PAYMENT

- 2.1 Contractor shall request payment after completion of the project.

DIVISION III: PROCEDURES, METHODS

3.1 The contractor shall be responsible for the removal from the premises all materials and debris upon completion of the work. Ground tarps and a nail magnet shall be used to remove all nails from the grounds. All materials and debris shall be disposed of in an approved land field or dumpsite. Documented proof of proper disposal will be provided to the contracting officer.

3.2 All work shall be done by skilled and experienced roofers in accordance with the best practices of the trade in modern construction. Upon completion of the work all surfaces shall be left clean and free from defects. Any defective work shall be replaced or otherwise made good as directed by the Contracting Officer, and without additional cost to the Town of Exeter.

3.3 All required permits must be obtained by the contractor. The building permit application is required and will be issued at no cost to the contractor.

DIVISION IV: WARRANTIES, SERVICE CONTRACT, BONDS/CREDIT AND MAINTENANCE MANUALS.

4.1 Furnish a guarantee/warranty in writing against a defective roofing system for 2 years from date of acceptance. Guarantee/warranty shall include repairing if necessary to maintain roof in a watertight condition. The singles used shall have a 30 year guarantee/warranty.

4.2 The contractor must provide a performance bond for the full amount of the contract, or provide a letter of credit, for two year period to assure service and warranty of the project, prior to start of work.

4.3 Warranties and maintenance manual will be submitted with final payment request.

DIVISION V: ATTORNEY'S FEES AND COSTS

The contractor agrees to indemnify the Town from any and all liability, loss or damage, including but not limited to, bodily injury, illness, death or property damage which the contractor becomes legally obligated to pay, including reasonable attorney's fees, investigative and discovery costs, or judgments against the Town arising out of this agreement, caused by or arising out of, the negligence, fault, breach of warranty, product liability or strict liability is sole, joint, or several.

INSURANCE

Successful contractor shall provide proof of insurance, as shown, before any work commences:

1. Liability coverage: General liability \$500,000 combined single limit, comprehensive form, broad form property damage; independent contractor's insurance; product completed/operator's insurance.
2. Vehicle Insurance: \$500,000 combined single limit, comprehensive form; hired/non-owned.
3. Worker's compensation: Statutory limits; Employer liability.

These certificates shall contain a provision that the insurance company will notify the certificate holder and Town by registered mail, at least fifteen (15) days in advance of any cancellation or material change.

PROPOSAL

TO: TOWN MANAGER

FOR: Furnishing all materials, labor and equipment to complete the attached Scope of Work, according to the Project Manual, including Specifications for the “**Exeter Conservation Barn Roof Replacement 2014**”.

The undersigned, as bidder, declares that the only person(s) or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm. Or corporation; that s/he has carefully examined the work and the project's specifications, attached hereto; and s/he proposes and agrees, if this proposal is accepted, that he will contract with the owner in the form of the contract attached, hereto; to provide all necessary tools, incidental materials, materials and methods to do all work and complete said work in the specified time prescribed; and that he will take payment for completed work, when approved by the Town Manager, for the following lump sum price:

This agreement, made as of the _____ day of _____, 2014, between

(hereinafter call Vendor)

Phone #: _____ Fax #: _____

Witnessed that the Owner and Vendor, inconsideration of materials covenants hereinafter set forth, agree as follows:

The work shall be completed (& delivered) on, or before, _____, as regulated by State Law.

BID ITEM, # ____: Reduction – Alternate (price differential under bid specs) \$ _____
(figures)

DATE: _____ DATE: _____

Signed by: _____ Title: _____

NOTICE: Bid shall be signed in black ink by person having proper legal authority. If you do not submit a bid but wish to remain on the Town of Exeter's "Bid List", provide name and address, check here:_____and return.